

## **What information do we collect?**

We receive, collect and store any information you enter on our website or provide us in any other way. In addition, we collect the Internet protocol (IP) address used to connect your computer to the Internet; login; e-mail address; password; computer and connection information. We may use software tools to measure and collect session information, including page response times, length of visits to certain pages, page interaction information, and methods used to browse away from the page. We also collect personally identifiable information (including name, email, password, communications); comments, feedback, recommendations, and personal profile.

## **How do we collect such information?**

When you submit a question or membership application, as part of the process, we collect personal information you give us such as your name and email address. Your personal information will be used for the specific reasons stated above only.

## **Why do we collect such information?**

We collect such non-personal and personal Information for the following purposes:

1. To provide and operate the ministry;
2. To provide our users with ongoing assistance and support;
3. To be able to contact our members with general or personalized ministry-related announcements and messages;
4. To create aggregated statistical data and other aggregated and/or inferred non-personal information, which we may use to provide and improve our ministry;
5. To comply with any applicable laws and regulations.

## **Where do we store your information?**

Our website is hosted on the Wix.com platform. In addition we store our members' contact information and applications within the G Suite applications. Both Wix.com and G Suite provide us with online platforms that allow us to let potential missionaries know about HFMM. Your data may be stored through G Suite or Wix.com's data storage, databases and the general Wix.com applications. Both store your data on secure servers behind a firewall.

## **Sharing of personal information**

HFMM may share your Personal Information with third parties (or otherwise allow them access to it) only in the following manners and instances:

**Third Party Services:** HFMM has partnered with a number of selected service providers, whose services and solutions complement, facilitate and enhance our own. These include data and cyber security services, billing and payment processing services, domain name registrars, web analytics, e-mail distribution and monitoring services, performance measurement, data optimization and marketing services, content providers, and our legal and financial advisors. Such Third Party Services may receive or otherwise have access to our Visitors' and Users' Personal Information and/or Users-of-Users' Personal Information, in its entirety or in part – depending on each of their particular roles and purposes in facilitating and enhancing our Services and business, and may only use it for such purposes.

Law Enforcement and Legal Requests: Where permitted by local data protection laws, Wix may disclose or otherwise allow others access to your Personal Information pursuant to a legal request, such as a subpoena, legal proceedings, search warrant or court order, or in compliance with applicable laws, if we have good faith belief that the law requires us to do so, with or without notice to you.

We may contact you to notify you regarding your account, to troubleshoot problems with your account, to poll your opinions through surveys or questionnaires, to send updates about our ministry, or as otherwise necessary to contact you to enforce our User Agreement, applicable national laws, and any agreement we may have with you. For these purposes we may contact you via email, telephone, and text messages.

If you don't want us to process your data anymore, please contact us at [melodee.webb@honduranfellowship.org](mailto:melodee.webb@honduranfellowship.org).

We reserve the right to modify this privacy policy at any time, so please review it frequently. Changes and clarifications will take effect immediately upon their posting on the website. If we make material changes to this policy, we will notify you here that it has been updated, so that you are aware of what information we collect, how we use it, and under what circumstances, if any, we use and/or disclose it.

If you would like to: access, correct, amend or delete any personal information we have about you, you are invited to contact us at [melodee.webb@honduranfellowship.org](mailto:melodee.webb@honduranfellowship.org).